



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

October 26, 2017
Hilton Stockton
2323 Grand Canal Blvd.
Stockton, CA 95207

Minutes – Executive Board Meeting

1. Call to Order – Miki Craig
 - a. Time
 - The meeting was called to order at 11:03 a.m. by Executive Secretary Miki Craig.
 - b. Attendees
 - The following officers and members were in attendance:
Jim Auser, Past President's Proxy
Jeffry Cannon, Director
Augie Smarkel, Director
Miki Craig, Executive Secretary
 - The following officers were absent:
Mark Hahle, President
Colin Stock, Vice President
Elizabeth Clarke, Secretary/Treasurer
Jim Backman, Director
John Atkinson, Director
2. Approval of Minutes
 - a. March 2, 2017
 - Minutes were approved as submitted.
3. Financial Report
 - a. Income Statement (*handout*)
 - Executive Secretary Craig provided financial reports for June, July, August, and September. Revenues for the year-to-date are \$13,500.00, with expenses totaling \$7,628.27, leaving net reserves of \$5,871.73.
 - b. Balance of Account
 - The balance of the checking account on September 30th was \$14,681.22. Future liabilities include meeting, web hosting, and year-end administrative expenses.
4. Old Business
 - a. 2018 Annual Business Meeting
 - Executed Secretary Craig expressed her hesitancy to commit the Council to a contract in Las Vegas or Monterey due to the significantly reduced participation in the last few years, and the guaranteed contract minimums. It was noted that McNamara's has become a favored venue for many of the members (and their spouses), but the Board recommended postponing a decision on either a Friday or Saturday evening to the next meeting when more members were available to render an opinion.
5. New Business
 - a. 2018 Annual Dues & Budget (*handouts*)
 - Executive Secretary Craig provided a worksheet for developing a budget for 2018, as well as a table indicating potential dues revenues at various levels. Following discussion, Director Jeffry Cannon moved to keep the dues at \$650 for 2018; Member Jim Auser seconded the motion, and it was passed by unanimous vote.
 - b. Nominations for 2018 Officers and Directors (*handouts*)
 - Executive Secretary Craig provided a worksheet indicating firms eligible to serve in each of the Executive Board positions. She also provided a historical listing of all officers and directors serving since 1987. The following nominations were discussed:

President	Colin Stock (Testing Engineers, Inc.)
Vice President	Augie Smarkel (Mid Pacific Engineering)
Secretary/Treasurer	Elizabeth Clarke (Structure Groups)
Director – 2 yrs.	Chris Pollack (Kleinfelder)
Director – 2 yrs.	Jim Auser (BSK Associates)
Director – 1 yr.	John Atkinson (Holdrege & Kull)
Director – 1 yr.	Jeffry Cannon (Youngdahl Consulting Group, Inc.)



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- *Executive Secretary Craig was asked to contact Vice President Stock and Secretary/Treasurer Elizabeth Clarke to confirm their willingness to accept their nominations. Director Jeffry Cannon volunteered to contact Member Chris Pollack to confirm his willingness to accept the nomination. Nominations will be opened to the floor at the general meetings in November and December.*

6. Adjournment

a. Time

- *There being no further business at this time, the meeting was adjourned at 11:45 p.m. by Executive Secretary Craig.*

Respectfully submitted,
Miki Craig
Executive Secretary

CCTIA
Operating Statement

	2017	
	<u>Actual</u>	<u>Budget</u>
	<u>YTD 6/30/17</u>	<u>YE 12/31/17</u>
<i>Revenues</i>		
Dues & Initiation Revenues	\$11,700.00	\$13,000
ABM Registrations	1,800.00	1,875
ABM Sponsorships		
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>13,500.00</i>	<i>14,875</i>
<i>Expenses</i>		
Education Programs		
Executive Secretary Services		1,000
Professional Services	3.95	
Hemsley Award Expenses		
ABM Expenses	3,108.03	2,500
General Meetings	2,562.45	7,560
Webinar Services	157.09	240
Credit Card Processing Fees	22.90	360
Newsletter		
Office Supplies	53.04	100
Postage		50
S I Guidelines		
Stationary & Printing		
Taxes & Licenses		20
Website	59.70	120
<i>Total Expenses</i>	<i>5,967.16</i>	<i>11,950</i>
<i>Net Reserves/(Losses)</i>	<i>\$7,532.84</i>	<i>\$2,925</i>

Six Months Ended
June 30, 2017

CCTIA
Operating Statement

	2017	
	<u>Actual</u>	<u>Budget</u>
	<u>YTD 7/31/17</u>	<u>YE 12/31/17</u>
<i>Revenues</i>		
Dues & Initiation Revenues	\$11,700.00	\$13,000
ABM Registrations	1,800.00	1,875
ABM Sponsorships		
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>13,500.00</i>	<i>14,875</i>
<i>Expenses</i>		
Education Programs		
Executive Secretary Services		1,000
Professional Services	3.95	
Hemsley Award Expenses		
ABM Expenses	3,108.03	2,500
General Meetings	2,562.45	7,560
Webinar Services	157.09	240
Credit Card Processing Fees	22.90	360
Newsletter		
Office Supplies	53.04	100
Postage		50
S I Guidelines		
Stationary & Printing		
Taxes & Licenses		20
Website	69.65	120
<i>Total Expenses</i>	<i>5,977.11</i>	<i>11,950</i>
<i>Net Reserves/(Losses)</i>	<i>\$7,522.89</i>	<i>\$2,925</i>

Seven Months Ended
July 31, 2017

CCTIA
Operating Statement

	2017	
	<i>Actual</i>	<i>Budget</i>
	<i>YTD 8/31/17</i>	<i>YE 12/31/17</i>
<i>Revenues</i>		
Dues & Initiation Revenues	\$11,700.00	\$13,000
ABM Registrations	1,800.00	1,875
ABM Sponsorships		
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>13,500.00</i>	<i>14,875</i>
<i>Expenses</i>		
Education Programs		
Executive Secretary Services		1,000
Professional Services	3.95	
Hemsley Award Expenses		
ABM Expenses	3,108.03	2,500
General Meetings	2,562.45	7,560
Webinar Services	157.09	240
Credit Card Processing Fees	22.90	360
Newsletter		
Office Supplies	53.04	100
Postage		50
S I Guidelines		
Stationary & Printing		
Taxes & Licenses		20
Website	79.60	120
<i>Total Expenses</i>	<i>5,987.06</i>	<i>11,950</i>
<i>Net Reserves/(Losses)</i>	<i>\$7,512.94</i>	<i>\$2,925</i>

Eight Months Ended
August 31, 2017

CCTIA
Operating Statement

	2017	
	<u>Actual</u>	<u>Budget</u>
	<u>YTD 9/30/17</u>	<u>YE 12/31/17</u>
Revenues		
Dues & Initiation Revenues	\$11,700.00	\$13,000
ABM Registrations	1,800.00	1,875
ABM Sponsorships		
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>13,500.00</i>	<i>14,875</i>
Expenses		
Education Programs		
Executive Secretary Services		1,000
Professional Services	3.95	
Hemsley Award Expenses		
ABM Expenses	3,108.03	2,500
General Meetings	4,193.71	7,560
Webinar Services	157.09	240
Credit Card Processing Fees	22.90	360
Newsletter		
Office Supplies	53.04	100
Postage		50
S I Guidelines		
Stationary & Printing		
Taxes & Licenses		20
Website	89.55	120
<i>Total Expenses</i>	<i>7,628.27</i>	<i>11,950</i>
Net Reserves/(Losses)	\$5,871.73	\$2,925

Nine Months Ended
September 30, 2017

CCTIA Dues Calculations - 2018

<i>Member Firm</i>	<u>\$550.00</u>	<u>\$600.00</u>	<u>\$650.00</u>	<u>\$700.00</u>	<u>\$750.00</u>
Apex Testing Laboratories, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Applied Materials & Engineering, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
B S K Associates	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Consolidated Engineering Laboratories	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Construction Testing Services	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
H P Inspections, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Holdrege & Kull	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Inspection Services, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Kleinfelder	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Mid Pacific Engineering, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Ninyo & Moore	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Pacific Crest Engineering, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
R E S Engineers, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Signet Testing Laboratories	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Structure Groups	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Testing Engineers, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Twining, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
Youngdahl Consulting Group, Inc.	\$ 550.00	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
	\$ 9,900.00	\$ 10,800.00	\$ 11,700.00	\$ 12,600.00	\$ 13,500.00

CCTIA
Annual Budget Worksheet

	2018	2017	2016	2015
	Budget	YTD	Budget	
	Notes			
Revenues				
Dues & Initiation Revenues	\$11,700	\$11,700	\$13,000	\$13,650
ABM Registrations	1,800	1,800	1,950	
ABM Sponsorships				
General Meeting Guest Registrations			385	35
Education Programs				
<i>Total Revenues</i>	13,500	13,500	15,335	13,685
Expenses				
Education Programs				
Executive Secretary Services	1,000		1,000	500
Professional Services	4	4		
Hemsley Award Expenses				
ABM Expenses	3,000	3,108	2,500	681
General Meetings	5,000	4,194	7,560	10,392
Webinar Services	240	157	240	
PayPal Fees	360	23	360	
Newsletter				
Office Supplies	100	53	100	183
Postage	50		50	58
S I Guidelines			31	
Stationary & Printing			69	20
Taxes & Licenses	20		20	99
Website	400	90	119	
<i>Total Expenses</i>	10,174	7,628	17,639	11,933
Net Reserves	\$3,326	\$5,872	\$2,925	\$1,752
			\$2,304	

CCTIA (ANCTIA) Roster of Officers and Directors

	PRESIDENT	VICE PRESIDENT	SECRETARY/TREASURER	BOARD OF DIRECTORS
2018	Colin Stock (TEI)	Augie Smarke (MPE)	Elizabeth Clarke (SG)	Jim Auser (BSK) Chris Pollack (Kleinfelder) John Atkinson (H&K) Jeffrey Cannon (Youngdahl) Mark Hahle (Ninyo & Moore)
2017	Mark Hahle (Ninyo & Moore)	Colin Stock (TEI)	Elizabeth Clarke (SG)	Jim Backman (CEL) Augie Smarke (MPE) John Atkinson (H&K) Jeffrey Cannon (Youngdahl) Tim Rodriguez (BSK)
2016	Tim Rodriguez (BSK)	Mark Hahle (Ninyo & Moore)	Tim Casey (CTS)	Elizabeth Clarke (SMG) Colin Stock (Terracon) Jim Backman (CEL) Terry Eglund (TEI) Ross Esfandiari (RES) (PP)
2015	Ross Esfandiari (RES)	Tim Rodriguez (BSK)	Mike Zell (ISI)	Jim Backman (CEL) Dave Chippero (TEI) Tim Casey (CTS) Mark Hahle (Ninyo & Moore) Elizabeth Clarke (SMG)
2014	Elizabeth Clarke (SMG)	Finnegan Mwape (Twining)	Rick Van Horn (Terracon)	Cliff Craig (Kleinfelder) Mohammad Fatemi (AVS) Jim Backman (CEL) Dave Chippero (TEI) Jeffrey Cannon (PP)
2013	John Atkinson (H&K) Elizabeth Levi (SMG)	Ross Esfandiari (RES)	Paul Fry (Terracon) Rick Van Horn (Terracon)	Jim Backman (CEL) Shafiq Popalzai (Twining) Finnegan Mwape (Twining) Cliff Craig (Kleinfelder) Mohammad Fatemi (Alta Vista) John Atkinson (H&K) (PP)
2012	John Atkinson (H & K)	Rick Van Horn (Terracon)	David Chippero (TEI) Elizabeth Levi (BSK)	Jim Backman (CEL) Shafiq Popalzai (Twining) George Battey (CJH) Mike Zell (ISI) Jeffrey Cannon (KLF) (PP)
2011	Jeffrey Cannon (Kleinfelder)	John Atkinson (H&K)	Jim Backman (CEL) Elizabeth Levi (BSK)	Dave Chippero (TEI) Tim Rodriguez (Signet) George Battey (CJH) Mike Zell (ISI) Chip Moore (ENGEO) (PP)
2010	Chip Moore (ENGEO)	Jeffrey Cannon (Kleinfelder)	Michelle Craig (DCI) Elizabeth Levi (BSK)	John Byerly (Byerly Inc.) Martha McDonnell (Youngdahl) John Atkinson (H&K) Tim Rodriguez (Signet) Mike Parker (TEI) (PP)
2009	Mike Parker (TEI)	Chip Moore (ENGEO)	Michelle Craig (DCI) Elizabeth Levi (BSK)	Jeffrey Cannon (Kleinfelder) John Byerly (Byerly Inc.) Martha McDonnell (Youngdahl) Rick Van Horn (Terracon)
2008	Rick Van Horn (Terracon)	John Byerly	Michelle Craig (DCI)	Dave Chippero (Terrasearch) Simon Makdessi (Terrasearch) Mike Parker (TEI) Jeffrey Cannon (Kleinfelder) Elizabeth Levi (BSK) (PP)
2007	Elizabeth Levi (BSK)	Greg Ruf (Krazan)	Bob Joakimson (ISI) Michelle Craig (DCI)	Bill Cale (CTS) Dave Chippero (Terrasearch) Mike Parker (TEI) Michelle Craig (DCI) (PP)
2006	Michelle Craig (DCI)	Dan Cherner (Kleinfelder) Greg Ruf (Krazan)	Elizabeth Levi (BSK)	Jim Backman (CEL) Bill Cale (CTS) Greg Ruf (Krazan) Jeffrey Cannon (Kleinfelder) Dave Chippero (Terrasearch) (PP)
2005	Dave Chippero (Terrasearch)	Bill Cale (CTS)	Elizabeth Levi (BSK)	Jim Backman (CEL) Rob Ryan (Twining) Greg Ruf (Krazan) Corey Dare (Fugro) (PP)
2004	Corey Dare (Fugro)	Dave Chippero (Signet)	Bill Cale (CTS)	Gordon Woodward (SCST) Jim Backman (CEL) Greg Smith (TESD) Terry Eglund (TEI) Al McManus (ESCNC) (PP)

CCTIA (ANCTIA) Roster of Officers and Directors

	PRESIDENT	VICE PRESIDENT	SECRETARY/TREASURER	BOARD OF DIRECTORS
2003	Al McManus (ESCNC)	Corey Dare (Fugro)	Dave Chippero (Signet)	Greg Smith (TESD) Tom Williams (BTC) Butch Twining (Twining) Terry Egland (TEI) Jim Backman (CEL) (PP)
2002	Jim Backman (CEL)	Al McManus (ESCNC)	Corey Dare (Fugro)	Chip Moore (Krazan) Terry Egland (TEI) Tom Williams (BTC) Butch Twining (Twining) Kurt Siggard (BSK) (PP)
2001	Kurt Siggard (BSK)	Larry Goldfarb (Harza)	Jim Backman (CEL)	Art Cramner (GeoCon) Chip Moore (Krazan) Butch Twining (Twining) ? Chuck Fries (Capital) (PP)
2000	Chuck Fries (Capital)	Kurt Siggard (Krazan)	Joe Peters (Kleinfelder)	Dushyant Manmohan (AME) Terry Egland (TEI) George Gavit (SCST) Lin Franklin (BTC) Miki Craig (DCI) (PP)
1999	Miki Craig (DCI)	Chuck Fries (Capital)	Kurt Siggard (Krazan)	Harold Honeyfield (CTE) Dennis Youngdahl (Y & A) Dushyant Manmohan (AME) Joe Buchanan (S-E) (PP)
1998	Joe Buchanan (SE)	Dan Cherrier (ENGEO) Ted Bayham (ENGEO)	Larry Goldfarb (Harza)	Merle Isaak (Signet) Miki Hemsley (DCI) Harold Honeyfield (CTE) Dennis Youngdahl (Y & A) Jim Backman (CEL) (PP)
1997	Jim Backman (CEL)	Joe Buchanan (SE)	Dan Cherrier (ENGEO)	Gary Balbi (BNC) John Hedley (BSK) Merle Isaak (Signet) Miki Hemsley (DCI) Terry Egland (TEI) (PP)
1996	Terry Egland (TEI)	Jim Backman (CEL)	Joe Buchanan (SE)	Phil Nishikawa (BNC) Ron Bane (Terratech) Greg Ruf (Kleinfelder) Don Rose (CMT) (PP)
1995	Don Rose (CMT)	Terry Egland (TEI)	Jim Backman (CEL)	Chuck Fries (Capital) Phil Nishikawa (Signet) Gary Balbi (BNC) Ron Bane (Terratech) (PP)
1994	Ron Bane (Terratech)	Don Rose (CMT)	Jerry Bradshaw (Smith-Emery) Greg Ruf (Kleinfelder)	Terry Egland (TEI) Chuck Fries (Capital) Greg Ruf (Kleinfelder) Phil Nishikawa (Signet) Chuck Hemsley (DCI) (PP)
1993	Chuck Hemsley (DCI)	Phil Nishikawa (Signet)	Don Rose (CMT)	Terry Egland (TEI) Chuck Fries (Capital) Dick Allopenna (CEL) Gary Balbi (BNC) (PP)
1992	Gary Balbi (BNC)	Chuck Hemsley (DCI)	Chuck Fries (Capital)	Dennis Youngdahl (Y & A) Roger Argetsinger (Terratech) Victor Zikoor (TEI) Dick Allopenna (CEL) (PP)
1991	Dick Allopenna (CEL)	Gary Balbi (BNC)	Chuck Fries (Capital)	Ron Hokanson (Str. Testing) Chris Kavalaris (TEI) Dewey Nicholas (Terrasearch) Don Rose (CMT) Phil Nishikawa (Signet) (PP)
1990	Phil Nishikawa (Signet)	Dick Allopenna (CEL)	Gary Balbi (BNC)	Dewey Nicholas (Terrasearch) Ron Hokanson (Str. Testing) Merle Isaak (TEI) Chuck Fries (Capital) Miki Hemsley (DCI) (PP)
1989	Miki Hemsley (DCI)	Phil Nishikawa (Signet)	Dick Allopenna (CEL)	Merle Isaak (TEI) Chuck Fries (Capital) Cliff Craig (Kleinfelder) (PP)
1987/88	Cliff Craig (Kleinfelder)		Miki Hemsley (DCI)	

CCTIA Roster of Eligible Officers and Directors for 2018

	PRESIDENT	VICE PRESIDENT	SECRETARY/TREASURER	BOARD OF DIRECTORS
2018	Colin Stock (TEI)	Augie Smarkel (MPE)	Elizabeth Clarke (SG)	Jim Auser (BSK) Chris Pollack (Kleinfelder) John Atkinson (H&K) Jeffry Cannon (Youngdahl) Mark Hahle (Ninyo & Moore)
2017	Mark Hahle (Ninyo & Moore)	Colin Stock (TEI)	Elizabeth Clarke (SG)	Jim Backman (CEL) Augie Smarkel (MPE) John Atkinson (H&K) Jeffry Cannon (Youngdahl) Tim Rodriguez (BSK)
2016	Tim Rodriguez (BSK)	Mark Hahle (Ninyo & Moore)	Tim Casey (CTS)	Elizabeth Clarke (SG) Colin Stock (Terracon) Jeffry Cannon (Youngdahl) Jim Backman (CEL) Terry Eglund (TEI) Ross Esfandiari (RES (PP)
2015	Ross Esfandiari (RES Engrs.)	Tim Rodriguez (BSK)	Mike Zell (ISI)	Jim Backman (CEL) Dave Chippero (TEI) Tim Casey (CTS) Mark Hahle (Ninyo & Moore) Elizabeth Clarke (SMG)
2014	Elizabeth Clarke (SMG)	Finnegan Mwape (Twining)	Rick Van Horn (Terracon)	Jim Backman (CEL) Dave Chippero (TEI) Cliff Craig (Kleinfelder) Mohammad Fatemi (Alta Vista) Jeffry Cannon (PP)
	Abdel-Kader Khelifa (Apex) Mohammed Fayaz (AME) Tim Rodriguez (BSK) Jim Backman (CEL) Tim Casey (CTS) David Pinkham (HP Insp.) John Atkinson (H & K) Ed King (ISI) John Nicolini (Kleinfelder) Augie Smarkel (Mid Pacific) Mark Hahle (Ninyo & Moore) Elizabeth Mitchell (Pacific Crest) Ross Esfandiari (RES Engrs.) Robert Tadlock (Signet) Elizabeth Clarke (SG) Colin Stock (TEI) Linas Vitkus (Twining) Jeffry Cannon (Youngdahl)	Abdel-Kader Khelifa (Apex) Mohammed Fayaz (AME) Tim Rodriguez (BSK) Jim Backman (CEL) Tim Casey (CTS) David Pinkham (HP Insp.) John Atkinson (H & K) Ed King (ISI) John Nicolini (Kleinfelder) Augie Smarkel (Mid Pacific) Mark Hahle (Ninyo & Moore) Elizabeth Mitchell (Pacific Crest) Ross Esfandiari (RES Engrs.) Robert Tadlock (Signet) Elizabeth Clarke (SG) Colin Stock (TEI) Linas Vitkus (Twining) Jeffry Cannon (Youngdahl)	Abdel-Kader Khelifa (Apex) Mohammed Fayaz (AME) Tim Rodriguez (BSK) Jim Backman (CEL) Tim Casey (CTS) David Pinkham (HP Insp.) John Atkinson (H & K) Ed King (ISI) John Nicolini (Kleinfelder) Augie Smarkel (Mid Pacific) Mark Hahle (Ninyo & Moore) Elizabeth Mitchell (Pacific Crest) Ross Esfandiari (RES Engrs.) Robert Tadlock (Signet) Elizabeth Clarke (SG) Colin Stock (TEI) Linas Vitkus (Twining) Jeffry Cannon (Youngdahl)	Abdel-Kader Khelifa (Apex) Mohammed Fayaz (AME) Tim Rodriguez (BSK) Jim Backman (CEL) Tim Casey (CTS) David Pinkham (HP Insp.) John Atkinson (H & K) Ed King (ISI) John Nicolini (Kleinfelder) Augie Smarkel (Mid Pacific) Mark Hahle (Ninyo & Moore) Elizabeth Mitchell (Pacific Crest) Ross Esfandiari (RES Engrs.) Robert Tadlock (Signet) Elizabeth Clarke (SG) Colin Stock (TEI) Linas Vitkus (Twining) Jeffry Cannon (Youngdahl)